

Agenda Item #:

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: October 7, 2025

☐ Consent ☐ Regular
☐ Ordinance ☐ Public Hearing
☒ Administrator's Comments

Department: Administration

Submitted By: Administration

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to receive and file: The updated Board Directive Reports which include in process and completed board directive items.

SUMMARY: At the February 6, 2018 Board of County Commissioners Meeting, direction was given to the County Administrator to submit monthly a status report of the board directives. The report categorizes: **1) In Process Items** and **2) Completed Items**. The report continues to be updated on an on-going basis. Countywide (DC)

Background and Justification: N/A

Attachments:

1. In Process Board Directive
 2. Completed Board Directive
-
-

Approved By:


County Administrator

9/10/2025
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	0	0	0	0	0
Operating Costs					
External Revenues					
Program Income(County)					
In-Kind Match(County					
NET FISCAL IMPACT					
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE					

Is item included in Current Budget? Yes ☐ No ☐
Is this item using Federal Funds? Yes ☐ No ☐
Is this item using State Funds? Yes ☐ No ☐

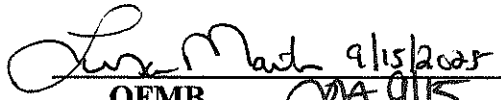
Budget Account No.: Fund ____ Department ____ Unit ____ Object ____

B. Recommended Sources of Funds/Summary of Fiscal Impact:
N/A

C. Departmental Fiscal Review:

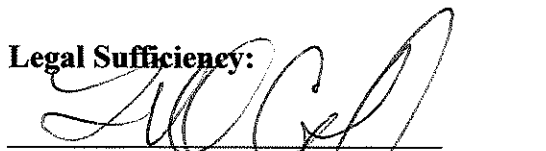
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:


OFMB *QA 9/15*
APP 9/15


Contract Dev. and Control *26 9.15.25*

B. Legal Sufficiency:


Assistant County Attorney

C. Other Department Review:

Department Director

(This summary is not to be used as a basis for payment)



Palm Beach County
Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
06/03/2025	<u>Contract Employee Performance Reviews - 2026</u> Commissioner Flores, Commissioner Weiss and others directed staff to set the three contract employee performance reviews at the same time next year, including a sample 360 with self-evaluation and the opportunity to meet with commissioners after evaluation is completed but before submission. New hires and newly elected commissioners will have six months in their position before the process begins. The approximate time frame for next year's evaluation would be March 1, 2026 – late May 2026.	BCC - Regular		Flores		Coffman, Denise		In Process	
06/03/2025	<u>Keiser University Letter of Support</u> Vice Mayor Baxter directed staff to draft a letter of support for Keiser University's \$ 4 million Federal Appropriation for establishing a Homeland Security Simulation Center of Excellence.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		In Process	
05/06/2025	<u>Gas Tax Dollars and Palm Tran</u> directed staff to conduct a financial impact report if all gas tax dollars were removed from Palm Tran budget and the \$34 million was directed to roads. Presented financial impact report at June 10, 2025 BCC workshop. Direction was to roll discussion into Countywide Transportation Master Plan.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

2 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	DATE COMPLETED
05/06/2025	<u>Housing Construction Regulations</u> directed staff to work with stakeholders, builders, and the Economic Council to obtain recommendations on regulations that can be cut back to make housing construction costs affordable in unincorporated PBC.	BCC - Regular		Baxter	Rutter	Coffman, Denise		In Process	
05/06/2025	<u>Curbing Near Dr. Joaquin Garcia HS</u> directed Engineering staff to move forward with the installation of curbing in areas along 47th Place South (near Andalucia subdivision and Dr. Joaquin Garcia High School) at an estimated cost of \$83k. The item will return as a consent agenda item for BCC approval.	BCC - Regular		Baxter	Rutter	Coffman, Denise		In Process	
03/11/2025	<u>Agenda Back-Up</u> Mayor Marino directed staff that the BCC agenda back-up must be distributed no later than the Friday prior to the Tuesday meeting.	BCC - Regular		Marino		Coffman, Denise		In Process	
03/11/2025	<u>Speed Cameras in School Zones</u> Commissioner Weiss directed staff to bring back an ordinance allowing speed cameras in school zones.	BCC - Regular		Weiss	Rutter	Coffman, Denise		In Process	
02/11/2025	<u>South County Civic Center Appreciation Plate</u> Commissioner Sachs directed staff to move the Andre Fladell Appreciation Plate from the inside of the South County Civic Center to the outside of the building.	BCC - Regular		Sachs		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

3 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
02/11/2025	<u>OFMB & Clerk Joint Presentation</u> Vice Mayor Baxter directed staff to work with Clerk Abruzzo on a joint presentation about the earned investment interest and possible uses.	BCC - Regular		Baxter		Coffman, Denise		In Process	
02/04/2025	<u>Mil Rate Study</u> Commissioner Flores directed staff to study the lowering or maintaining the mil rate. This report would include areas where expenses can be decreased and programs to increase revenue. Commissioner Powell requested that the report also include the impacts and projections for the next few years if the millage rate is lowered.	BCC - Regular		Flores		Coffman, Denise		In Process	
02/04/2025	<u>Budget Software</u> Vice Mayor Baxter directed staff that she requested new budget software with a query function so reports could be pulled. An update on the RFI is requested in 60 days. Commissioner Flores would like the new software to include the ability to track fund transfers.	BCC - Regular		Baxter		Coffman, Denise		In Process	
02/04/2025	<u>ISS Program to Track Authority to Sign Agreements</u> Commissioner Sachs directed staff to design a mechanism that tracks who the BCC/County Administrator has delegated authority to sign agreements.	BCC - Regular		Sachs		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

4 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
02/04/2025	<u>Property Appraiser Report</u> Commissioner Woodward directed staff to reach out to Property Appraiser Dorothy Jacks and request a non-binding update, before June, on property values and if there is a significant amount of new construction being added to the tax roll for the first time.	BCC - Regular		Woodward		Coffman, Denise		In Process	
02/04/2025	<u>Solar Panels in Parking Lots</u> Commissioner Woodward directed staff to incorporate language about solar panels in parking lots as it develops the ordinance previously directed by Commissionern Baxter, for there to be a bond for solar fields so the property is restored to usable agricultural land.	BCC - Regular		Woodward	Rutter	----		In Process	
01/28/2025	<u>Budget - Breakdown of projects</u> Commissioner Sachs directed staff to provide more of a breakdown about projects (page 40 of budget workbook) like ACC, South County Civic Center, Tax Collector and future bonds.	Workshop		Sachs		Coffman, Denise		In Process	
01/14/2025	<u>Upgrading Signal Technology</u> Commissioner Woodward directed staff to talk with FDOT about upgrading signal technology at railroad crossings and report back to the board.	BCC - Regular		Woodward	Rutter	Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

5 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
01/14/2025	<u>Milestone Inspections - Follow-Up</u> Commissioner Weiss directed staff to research if the code needs to be amended so placards can be placed at buildings in non-compliance. He also requested staff to circulate the list of non-compliant buildings, by district, to the BCC. Commissioner Woodward directed staff to create an ordinance outlining the penalty process and fines for non-compliance and prepare a communication plan for condo owners. Vice Mayor Baxter directed staff to hold off on the creation of an assistance fund to help condo owners pay their milestone assessments until after the legislative session. Mayor Marino directed staff to work with the League of Cities on the number of buildings in municipalities that are not in compliance.	BCC - Regular		Weiss	Rutter	Coffman, Denise		In Process	
01/14/2025	<u>Cold Weather Shelters</u> Commissioner Flores directed staff to study the opening cold weather shelters when the temperature is 50 degrees and colder, costs, and policies of neighboring counties. The analysis would include the number of days the temperature is sustained at 50 degrees and below and the utilization of shelters when opened.	BCC - Regular		Flores	Bonlarron	Coffman, Denise		In Process	
01/07/2025	<u>Text Message Program for Road Closures</u> Commissioner Weiss and Vice Mayor Baxter directed staff to look into an emergency road closure/detour text message system, similar to the Town of Palm Beach.	BCC - Regular		Weiss	Rutter	Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

6 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	DATE COMPLETED
01/07/2025	<u>Additional Butterfly Houses</u> Vice Mayor Baxter directed staff to look into Butterfly House expansion with sites in south and north county.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		In Process	
01/07/2025	<u>Student Bill of Rights</u> Vice Mayor Baxter directed staff to meet with the school board about a possible "Student Bill of Rights" for bullied students in public and charter schools. After the meeting, staff will return with possible language, and the BCC will discuss adding it to the Legislative Agenda.	Workshop		Baxter	Bonlarron	Coffman, Denise		In Process	
10/22/2024	<u>Rename San Castle Blvd.</u> Commissioner Baxter directed staff to rename San Castle Blvd., from Hypoluxo Rd to Mentone Rd., as Senator Mack Bernard Way.	BCC - Regular		Baxter	Rutter	Coffman, Denise		In Process	
10/08/2024	<u>Required Department Reports per Ordinance</u> Vice Mayor Marino directed staff to send a list of required department reports, per ordinance, to the Internal Auditor and share ISS database.	BCC - Regular		Marino		Coffman, Denise		In Process	
09/24/2024	<u>Continue negotiating with Rore Asset 5981</u> Mayor Sachs directed staff to continue negotiations with Rore 5981, owner of the 114-room hotel, including the removal of the franchise fee from the sale price of property.	Workshop		Sachs		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

7 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	DATE COMPLETED
08/20/2024	<u>Three-Year Rabies Tag</u> Commissioner Woodward directed staff to look into updating the ACC ordinance to include a three-year rabies tag option so it will align with vaccination.	BCC - Regular		Woodward	Bonlarron	Coffman, Denise		In Process	
07/02/2024	<u>Human Trafficking Training Requirements on Contracts</u> Commissioner Barnett directed staff to look into the feasibility of adding human trafficking training requirements on all new and renewing contracts with vendors doing business with Palm Beach County.	BCC - Regular		---	Bonlarron	Coffman, Denise		In Process	
06/18/2024	<u>Recap Workforce Housing Workshop</u> Staff formulated a detailed memo of next steps including meetings with industry representatives in August followed by a discussion with the board for further direction. (memo, topic discussion and WFH map attached)	Workshop		Marino	Rutter	Coffman, Denise		In Process	
06/04/2024	<u>Mayor Sachs requested staff to keep the Board apprised in early 2025 about the origin of Palm Tran's electric vehicle batteries and the purchase of additional batteries.</u> Staff will follow up.	BCC - Regular		Sachs	Bonlarron	Coffman, Denise		In Process	
05/21/2024	<u>Mayor Sachs directed staff to review existing procurement ordinances and recommend changes so that the delivery and information is streamlined and efficient.</u> Staff will follow-up	Workshop		Sachs		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

8 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
05/21/2024	<u>Commissioner Baxter directed staff to find out and let the BCC know before COVID and since 2021: How many of our construction projects are completed on time (percentage)? How many on budget (without an increase)? How long does it take for contractors to get paid? Please include the Florida Statute regarding payment.</u> Staff to follow-up	Workshop		Baxter		Coffman, Denise		In Process	
05/14/2024	<u>Commissioner Baxter directed staff to go forward with an RFI for budgeting software.</u> Staff to proceed.	BCC - Regular		Baxter		Coffman, Denise		In Process	
05/07/2024	<u>Vice Mayor Marino directed staff to provide her with a global overview of the county (services, roads, housing, planning, etc.).</u> Staff to follow up.	BCC - Regular		Marino		Coffman, Denise		In Process	
04/16/2024	<u>Commissioner Bernard directed staff to speak with CareerSource's Julia Dattolo about their lease expiring in less than four years, and the probability that it won't be renewed.</u> Administrator Baker will provide some options for them.	Workshop		Sachs		Coffman, Denise		In Process	
04/16/2024	<u>Commissioner Baxter directed staff to inventory available space in PBC Government buildings for other elected officials to lease office space, on an individual case basis.</u> Staff to follow up.	Workshop		Baxter		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

9 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
04/16/2024	<u>Mayor Sachs directed staff to speak to short-term parking vendor about a pilot project for valet parking and parking by appointment at PBI and bring it back to the board.</u> Staff to follow-up.	Workshop		Sachs		Coffman, Denise		In Process	
03/26/2024	<u>Commissioner Bernard directed staff to provide Palm Tran data, analysis of eligible riders and cost savings of splits</u> Staff to follow up.	Workshop		----	Bonlarron	Coffman, Denise		In Process	
03/12/2024	<u>Commissioner Baxter directed staff via memo to provide information below:</u> A) Outline the Key Performance Indicators of Broward, Hillsborough, Miami-Dade and Palm Beach. Additionally, compare to the program in effect by the Palm Beach County Solid Waste Authority. B) Compare Palm Beach County's OEBO performance metrics to similar departments in Broward, Hillsborough, and Miami-Dade Counties. Additionally, compare to the program in effect by the Palm Beach County Solid Waste Authority. C) Outline and address the additional cost of the OEBO ordinance to Palm Beach County: Does this increase the cost of county contracts? (see memo attached) Staff to provide info.	BCC - Regular		Baxter		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

10 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
03/12/2024	<u>Commissioner Baxter directed staff to have a study of the cost analyses from industry on the cost to Primes to do business with SMWBE's?</u> Staff to provide information.	BCC - Regular		Baxter		Coffman, Denise		In Process	
03/12/2024	<u>Commissioner Marino directed the Internal Auditor to reinstate regular reports of OEBO.</u> Staff will advise.	BCC - Regular		Marino		Coffman, Denise		In Process	
03/05/2024	<u>Temporary Staff and FRS Benefits. Commissioner Baxter directed staff to bring back the ordinance regarding BCC temporary staff, interns and how it pertains to FRS.</u> Mayor Sachs added to directive: Request staff to put the analysis of the ordinance in an email to the BCC. Vice Mayor Marino added to directive: Request staff to include the fiscal impact of BCC temporary staff receiving benefits.	BCC - Regular		Baxter		Coffman, Denise		In Process	
03/05/2024	<u>Vice Mayor Marino and Commissioner Bernard directed staff to schedule discussion of the re-organization of the BCC scope and perimeters.</u> Item to be discussed on the April 2 agenda so commissioners can review the provided documents from the 3/5/24 meeting.	BCC - Regular		Marino		Coffman, Denise		In Process	
03/05/2024	<u>Commissioner Baxter directed staff to provide cost analysis of reaching out and how to target per item to constituents by US Mail and newspapers (non-digital means) about upcoming BCC agenda items.</u> Staff to follow up.	BCC - Regular		Baxter		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
01/30/2024	<u>Commissioner Woodward directed staff that when Palm Tran discussion returns to include lower ridership routes analysis comparison to its frequency.</u> Staff to follow up.	Workshop		Woodward	Bonlarron	Coffman, Denise		In Process	
01/23/2024	<u>Commissioner Bernard directed staff to hire an outside consultant to review the organizational structure and efficiency of PBC, including the county administrator, county attorney's office, and the internal auditor's office.</u> The consultant will advise about the hiring process of deputy/assistant county administrators, deputy county attorney, and the internal audit manager process including the consent and approval of the BCC. The consultant will consider requiring OFMB to report directly to the BCC, which will require a Charter Amendment. The RFP and its scope will be reviewed by the BCC on March 5. Vice Mayor Marino along with the County Attorney's Office and County Administrator's Office will work together on the RFP and hiring of the consultant. The process should take 4 months.	BCC - Regular		----		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
11/28/2023	<u>Directed Staff to find ways to seek more public input on budget process.</u> Directed staff to find software to make it more transparent to BCC and the public how budget dollars are used. Allow access to see budget information outside of OFMB software used to prepare the budget. (Weiss) Use a Large Language Model to allow the public to access and use data outside of county databases.	Workshop		Baxter		Coffman, Denise		In Process	
11/28/2023	<u>Directed staff of the County Attorney and Legislative Affairs to research using Impact Fee interest dollars outside of the zones where the dollars were collected.</u> Seek legislative changes.	Workshop		Weiss	Bonlarron	Coffman, Denise		In Process	08/29/2024
11/21/2023	<u>Directed Staff to provide detail regarding the timing of directives.</u> Commissioner Baxter directed staff to provide more detail and timing of directives.	BCC - Regular		Baxter		Coffman, Denise		In Process	
10/17/2023	<u>Mayor Weiss directed the County Attorney's Office not to terminate the Transit Village contract on October 31, and return it to the BCC for discussion and further direction.</u> Staff to follow up.	BCC - Regular		Weiss		Coffman, Denise		In Process	
09/19/2023	<u>Commissioner Baxter requested staff to analyze the take-home car policy and compare its standards to other entities within Palm Beach County (PBSO).</u> Staff to provide data.	BCC - Regular		Baxter		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	DATE COMPLETED
09/19/2023	<u>Commissioner Bernard requested staff to schedule a tour of FDOT District 4 Headquarters in Ft. Lauderdale.</u> Staff to coordinate.	BCC - Regular		---		Coffman, Denise		In Process	
04/25/2023	<u>Mayor Weiss requested Palm Tran to raise advertising rates and look into adjusting fares.</u> Commissioner Marino requested Palm Tran to raise advertising rates and look into adjusting fares so they are in closer alignment with the federal mandate as well as how to make our para-transit more cost effective and aligning with our peer agencies. Mayor Weiss requested more information on the role of circulators, statistics on individual para-transit riders how the program is utilized and frequency. Lastly, he would like to see the transit guidelines overlay as it pertains to Palm Beach County density.	Workshop		Marino	Bonlarron	Coffman, Denise		In Process	
04/18/2023	<u>Septic to Water Program</u> Directed staff to provide her and commissioners more information on septic to sewer program including funding through our ARPA funds.	BCC - Regular		Marino	Bonlarron	Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

14 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Re-evaluated
01/24/2023	<u>County ordinance history</u> Directed County Attorney's staff to provide a history of the county ordinance and its original intent to prevent grants or ad valorem credits being applied to water conversions. Additionally by Marino: directed staff to research the number of water conversions that have already gone through the process and to use that information in a grant submission, and if grants were obtained then all conversions would be eligible for rebate.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		In Process	
12/20/2022	<u>Update on elevated pedestrian crossing over Okeechobee Blvd by PBCCC.</u> Request update on elevated pedestrian crossing near convention center, West Palm Beach Hilton and The Square.	BCC - Regular		Marino		Coffman, Denise		In Process	
11/15/2022	<u>Review parking payment options through an app.</u> Review parking ordinance and to review an option to digitize parking payments through an app.	BCC - Regular		Weiss		Coffman, Denise		In Process	
11/02/2021	<u>Add language to Fair Housing Ordinance</u> Similar to what is in Miami-Dade County, Unlawful practice prohibiting discrimination based on actual or perceived statue as a victim of domestic violence, dating violence or stalking.	BCC - Regular		----		Coffman, Denise		In Process	
10/05/2021	<u>Request CAO provide a local opinion on the do's/don'ts of official county commission social media practices.</u> Request memo from CAO regarding use and tagging on social media accounts.	BCC - Regular		----		Coffman, Denise		In Process	



Palm Beach County
Board Directives - In Process

15 of 15
9/12/2025

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date (Completed)
09/14/2021	<u>Request overview of policy for charging residents, collection fees</u> Request further explanation to further describe charge system for transport and collection agency contract (3.S.2).	BCC - Regular		Sachs		----		In Process	



Palm Beach County
Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
06/10/2025	<u>Directed Payment Program for Area Hospitals</u> Commissioner Weiss directed staff to include on the July 8 BCC agenda an item for reauthorization of the directed payment program for area hospitals.	BCC - Regular		Weiss	Bonlarron	Coffman, Denise		Completed	07/02/2025
06/03/2025	<u>Additional Preconditions for HED Funding</u> Commissioner Woodward directed staff to implement additional preconditions for all HED development funding programs to reduce the risk of funding shortfalls after County funds are committed. (See attached memo) - Approved site plan and development order - Approved project plans, including civil design/utilities - Copy of construction contract (to be executed after closing)	BCC - Regular		Woodward	Fields	Coffman, Denise		Completed	07/01/2025



Palm Beach County
Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
05/22/2025	<u>Designating Portions of SR 80 with Honorary Names</u> Vice Mayor Baxter directed staff to prepare a resolution, in anticipation of HB 987 becoming law, designating Southern Boulevard (State Road 80) with honorary names: 1. Portion of Southern Boulevard between 18000 Southern Boulevard/Lion Country Safari Road and Royal Palm Beach Boulevard as "PBSO Motorman Highway". 2. The portion of Southern Boulevard between Kirk Road and South Ocean Boulevard as "President Donald J. Trump Boulevard". Ensure the resolution includes appropriate language coordination with FDOT and local protocols in addition to drafting a letter to be sent to the municipalities along these corridors, encouraging them to adopt corresponding honorary designations within their jurisdictions. (memo attached)	Zoning		Baxter	Rutter	Coffman, Denise		Completed	07/08/2025
05/22/2025	<u>Resolution Condemning Antisemitic Events</u> Commissioner Weiss directed staff to write a resolution condemning the killings of Yaron Lischinsky and Sarah Milgrim in Washington, DC, denouncing the rising threat of antisemitism and hate, and affirming support for local initiatives promoting interfaith dialogue and community unity.	Zoning		Weiss	Bonlarron	Coffman, Denise		Completed	



**Palm Beach County
Board Directives - Completed**

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
05/06/2025	<u>Removal of Fluoride From Water</u> Requested a brief presentation from WUD, at a future BCC meeting, on their plan to remove fluoride from water so PBC is in alignment with the new state law. Commissioner Weiss added that staff should include other available sources of fluoride the public may want to consider for dental care. Fluoride no longer used in WUD water systems per passage of State Law effective July 1, 2025.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		Completed	05/15/2025
04/22/2025	<u>County Administrator Selection Process Modification</u> Vice Mayor Baxter directed staff to modify the County Administrator selection process: After a link is created on the website, staff will post all applicants' resumes and applications on a rolling basis; At the May 1 County Administrator Task Force (CATF) orientation session, the group will be provided the Baxter proposal #3 as an alternative selection method to narrow the pool to the final five candidates to be submitted to the BCC, but it is the CATF decision to pick a selection process; On May 6 the CATF will be given only qualified applicants' resumes and applications and the top five applicants names will be sent to the BCC in alphabetical order. New county administrator selected at June 17, 2025 BCC workshop.	BCC - Regular		Baxter		Coffman, Denise		Completed	06/17/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
04/01/2025	<u>Renaming Main Judicial Center Law Library</u> Commissioner Powell directed staff to honor the late Judge Edward Rogers by renaming the law library in the main judicial complex (A.K.A Judge Daniel T.K. Hurley Courthouse) as the Judge Edward Rogers Reading Room.	BCC - Regular		Powell		Coffman, Denise		Completed	05/29/2025
03/11/2025	<u>Workshop Topic - Hotel Purchase</u> Commissioner Woodward directed staff to add the purchase of hotels and planned capacity to an upcoming workshop agenda.	BCC - Regular		Woodward		Coffman, Denise		Completed	04/08/2025
03/11/2025	<u>HIP Funding</u> Vice Mayor Baxter directed staff that all future HIP funding must include AMI 110% or under.	BCC - Regular		Baxter	Fields	Coffman, Denise		Completed	05/06/2025
02/11/2025	<u>HBLP - For Sale Units</u> Vice Mayor Baxter and Commissioner Powell directed staff to revise the Housing Bond Loan Program (HBLP) "for sale" portion to make it easier to build for-purchase housing. The upcoming workshop presentation should include input from the Housing Leadership Council and the Economic Council before the next RFP is issued.	BCC - Regular		Baxter	Fields	Coffman, Denise		Completed	05/06/2025
02/11/2025	<u>Fluoridation of Water</u> Vice Mayor Baxter directed staff to request Dr. Joseph Ladapo, State Surgeon General of Florida, and some community experts to make a presentation to the BCC on fluoridation of water.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		Completed	05/15/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
02/11/2025	<u>Signal Synchronization Phase 2</u> Commissioner Weiss directed staff to include in the state legislative agenda, the support of Phase 2 Signal Synchronization for Okeechobee Blvd appropriation, up to \$4.2 M, by the Related Group.	BCC - Regular		Weiss	Bonlarron	Coffman, Denise		Completed	07/01/2025
02/04/2025	<u>In Honor of F. Martin Perry</u> Commissioner Weiss directed staff to work out details to honor F. Martin Perry, who recently passed away. Mr. Perry was the first zoning attorney for Palm Beach County.	BCC - Regular		Weiss	Rutter	Coffman, Denise		Completed	05/06/2025
01/28/2025	<u>CRA's</u> Mayor Marino would like to see the CRA's that need County approval and those that are not under our jurisdiction listed (in (budget workbook).	Workshop		Marino	Rutter	Coffman, Denise		Completed	04/01/2025
01/28/2025	<u>Housing Leadership Council</u> Commissioner Weiss directed staff to meet with Jack Weir, Housing Leadership Council, about their housing suggestions, and proposed policy changes and come back to the board.	Workshop		Weiss	Fields	Coffman, Denise		Completed	05/06/2025
01/28/2025	<u>Update of Milani park</u> Commissioner Flores directed staff to provide an update on the history of Milani Park at the next BCC meeting (2/7/25)	Workshop		Flores		Coffman, Denise		Completed	02/04/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
01/28/2025	<u>Community Service Funding</u> Commissioner Sachs directed staff to report on the outside funding of Community Services and how it is used., so the board would know the possible impact of Pres. Trump 's Federal grants freeze.	Workshop		Sachs	Fields	Coffman, Denise		Completed	02/04/2025
01/14/2025	<u>Support of Digital Vibz</u> Mayor Marino directed staff to add Digital Vibz to our local appropriation list and write a letter of support.	BCC - Regular		Marino	Bonlarron	Coffman, Denise		Completed	01/31/2025
01/14/2025	<u>ACC RFP for Vet Services</u> Vice Mayor directed staff to prepare an RFP for additional spay/neuter veterinary services.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		Completed	07/01/2025
01/07/2025	<u>Performance Evaluations</u> Commissioner Powell directed staff to include performance evaluations in future employment contracts. Mayor Marino directed staff to follow the timeframe for performance evaluations of the County Administrator, County Attorney, and Internal Auditor. Compilation of questions with board input - March; May 6 completed evaluations are due to HR; HR will compile an executive summary and meet with each commissioner before the BCC discussion at the June 3 meeting.	BCC - Regular		Powell		Coffman, Denise		Completed	07/01/2025
01/07/2025	<u>"Binder" Discussion</u> Vice Mayor Baxter directed staff to include "Binder" discussion in the March workshop.	BCC - Regular		Baxter		Coffman, Denise		Completed	07/01/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
01/07/2025	<u>Workshop on Mental Health</u> Commissioner Sachs agreed with Ms. Baker's suggestion and directed staff to hold a workshop in February spotlighting all of the resources, across all departments, investing in mental health. This meeting will also include the School Board, HCD, SFBHN, League of Cities, VA and hospital CEO's (the invite list was expanded by Commissioner Flores). Vice Mayor Baxter directed staff to include St. Lucie County to find out why their mental health services are superior to PBC.	Workshop		Sachs	Fields	Coffman, Denise		Completed	05/20/2025
11/26/2024	<u>Additional Presentation on Utilization of Garage and Convention Center</u> Mayor Marino directed staff to come back with the convention center manager, food and beverage manager, finance people and meeting planners so a broader picture of the convention center utilization can be presented including local events vs. travel events (convention) and utilization of the garage.	Workshop		Marino		Coffman, Denise		Completed	01/30/2025
11/26/2024	<u>Countywide Transportation Master Plan Summary</u> Vice Mayor Baxter requested staff to redistribute the Countywide Transportation Master Plan outline timeline and summary.	Workshop		Baxter	Rutter	Coffman, Denise		Completed	12/03/2024
11/26/2024	<u>Reallocation of Bed Tax Pennies</u> Vice Mayor Baxter directed staff to come back with a process for reallocating the bed tax pennies; penny for penny and dollar for dollar.	Workshop		Baxter		Coffman, Denise		Completed	01/30/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
11/26/2024	<u>Convention Center Garage Debt Payoff and Potential Parking Spot Revenue</u> Vice Mayor Baxter directed staff to research the possibility of paying off the convention center bond debt now instead of later. If paid off now, how much income would each parking spot generate?	Workshop		Baxter		Coffman, Denise		Completed	01/30/2025
11/26/2024	<u>Convention Center Garage Revenue Cap</u> Commissioner Powell directed staff to find out if annually we are hitting the \$250K cap for garage revenue.	Workshop		Powell		Coffman, Denise		Completed	01/30/2025
11/26/2024	<u>Convention Center Garage Bonds</u> Vice Mayor Baxter directed staff to confirm when the convention center garage bonds are paid in full is the revenue cap restriction lifted?	Workshop		Baxter		Coffman, Denise		Completed	01/30/2025
10/22/2024	<u>Schedule Meeting with Goodwill Industries</u> Mayor Sachs directed Community Services to contact Gulfstream Goodwill for a meeting in her office as soon as possible regarding the operation of the county's three homeless resource centers.	BCC - Regular		Sachs	Fields	Coffman, Denise		Completed	01/24/2025
10/22/2024	<u>Contact DCF for a meeting</u> Mayor Sachs directed Community Services to contact the Department of Children and Families and schedule a meeting in her office to discuss the grant and housing needs. (Agenda Item 3E-10)	BCC - Regular		Sachs	Fields	Coffman, Denise		Completed	12/30/2024



Palm Beach County
Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
10/22/2024	<u>Placement of Electronic Signage Along Southern Blvd.</u> Commissioner Weiss directed Engineering to place signage along Southern Blvd. eastbound to inform the public of road closures across the bridge and to coordinate with FDOT to have signage on I-95 north of Palm Beach Lakes (southbound) and south of Southern Blvd (northbound) notifying drivers of that road closure.	BCC - Regular		Weiss	Rutter	Coffman, Denise		Completed	12/10/2024
10/22/2024	<u>Renaming of Gramercy Park</u> Commissioner Weiss directed staff to rename Gramercy Park in honor of Mack Bernard.	BCC - Regular		Weiss		Coffman, Denise		Completed	10/22/2024
10/08/2024	<u>Animal Care & Control Inspection</u> Commissioner Baxter directed staff to inspect and review the conditions of Animal Care & Control.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		Completed	01/23/2025
10/08/2024	<u>Department Reports Submissions</u> Mayor Sachs directed the Internal Auditor to monitor required department reports t submitted or omitted and advise the BCC of fulfillment in a timely fashion.	BCC - Regular		Sachs	Fields	Coffman, Denise		Completed	02/27/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
10/08/2024	<u>Track Required Reporting per Ordinances</u> Mayor Sachs directed Internal Auditor to monitor required department reports that are submitted or omitted and advise the BCC of fulfillment in a timely fashion. Vice Mayor Marino directed staff the send a list of required department reports per ordinance to the Internal Auditor and share ISS database.	BCC - Regular		Sachs	Fields	----		Completed	02/27/2025
10/08/2024	<u>Animal Care & Control Conditions</u> Commissioner Baxter directed staff to inspect and review the conditions of Animal Care & Control.	BCC - Regular		Baxter	Bonlarron	----		Completed	12/09/2024
09/24/2024	<u>Research condo assessments and reserves countywide</u> Mayor Sachs directed staff to research the number of condominiums with insufficient reserves, the amounts of their assessments, and the number of residents that could lose their homes because they can't pay the special assessment.	Workshop		Sachs	Fields	Coffman, Denise		Completed	01/14/2025
09/24/2024	<u>Letter to Delegation About condo special assessments</u> Mayor Sachs directed staff to send a letter to the delegation and to Tallahassee asking for a plan to remedy residents losing their homes due to the condo special assessments.	Workshop		Sachs	Bonlarron	Coffman, Denise		Completed	02/21/2025



**Palm Beach County
Board Directives - Completed**

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
09/24/2024	<u>Renaming Midwestern Services Center in honor of Mayor Fred Pinto</u> Commissioner Baxter proposed that the Midwestern Services Center be renamed in honor of Royal Palm Beach Mayor Fred Pinto, who recently passed away. (see attached memo).	Workshop		Baxter		Coffman, Denise		Completed	03/06/2025
09/17/2024	<u>Commission Staff Salary and Titles</u> Vice Mayor Marino directed staff to move forward with commission staffing proposal Option 2 in which all current employees will be moved to the appropriate position based upon their years of service. Current employees in the EO1 pay grade will receive a 10% salary adjustment, HR will convert titles to County Commission Executive or other title including Chief of Staff or Deputy Chief of Staff. Any new hires, at the discretion of the Commissioner, will be allowed a one-time salary increase of up to 10% above base upon hire.	BCC - Regular		Marino		Coffman, Denise		Completed	09/24/2024
09/10/2024	<u>Name road Lake Lytal Park Drive</u> Commissioner Barnett directed staff to name the interior main loop road within Lake Lytal Park as Lake Lytal Park Drive in honor of former County Commissioner Lake Lytal.	BCC - Regular		----	Fields	Coffman, Denise		Completed	01/25/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
09/10/2024	<u>Term of Supervisor of Elections</u> Vice Mayor Marino directed staff to research if the term for the Supervisor of Elections is set by the legislature or the county. Also to begin researching if the SOE election date can be changed so it does not coincide with the Presidential election cycle.	BCC - Regular		Marino	Bonlarron	Coffman, Denise		Completed	01/07/2025
09/10/2024	<u>Support for FAC 2nd VP</u> Vice Mayor Marino requested support for her candidacy for FAC 2nd Vice president. The election will be held at the Legislative Conference in December.	BCC - Regular		Marino	Bonlarron	Coffman, Denise		Completed	09/11/2024
09/10/2024	<u>Solar Panel Policies Update</u> Commissioner Baxter directed staff to look at the solar panel policies that were discussed at the Naco Annual Conference in Tampa, update the BCC on our existing policies and what is going forward.	BCC - Regular		Baxter	Rutter	Coffman, Denise		Completed	01/30/2025
08/20/2024	<u>Special Session on Property Insurance</u> Commissioner Weiss directed staff to send a letter to the governor, Senate President and Speaker of the House requesting a special session on property insurance.	BCC - Regular		Weiss	Bonlarron	Coffman, Denise		Completed	08/29/2024
08/20/2024	<u>Letter requesting Special Session on Condo Structural Assessments</u> Commissioner Barnett directed staff to send a letter to the Governor, Speaker of the House and Senate President requesting a special session on Condo Structural Assessments.	BCC - Regular		----	Bonlarron	Coffman, Denise		Completed	08/29/2024



**Palm Beach County
Board Directives - Completed**

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
07/17/2024	<u>Impact Fee Study</u> Vice Mayor Marino directed staff to move forward with a Multi-Modal Study as the mandated four-year Impact Fee Study.	Zoning		Marino		Coffman, Denise		Completed	07/17/2024
07/17/2024	<u>Transportation RFP</u> Commissioner Weiss directed staff to have the RFP for the Transportation Plan consultant ready for BCC review and discussion at the September meeting and it will include input from the cities.	Zoning		Weiss		Coffman, Denise		Completed	02/03/2025
07/17/2024	<u>County wide Transportation Master Plan (CTMP)</u> Commissioner Woodward directed staff to continue working with the League of Cities, City Managers and give them a "seat at the table". All modes of transportation should be included in the study.	Zoning		Woodward		Coffman, Denise		Completed	06/18/2025
07/02/2024	<u>Human Trafficking Awareness</u> Commissioner Barnett directed staff to continue the human trafficking initiatives started by the D-3 staff including new awareness campaign signage and fiscal impact; created a QR code for Human Trafficking information and resources; look into changing our online county training to the Florida Alliance to End Human Trafficking's training and utilize TV20 for a public service campaign. (see memo for reference)	BCC - Regular		----	Bonlarron	Coffman, Denise		Completed	12/02/2024



**Palm Beach County
Board Directives - Completed**

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
07/02/2024	<u>Workshop on HB1365</u> Commissioner Barnett directed staff to see if the Homeless Legislation Implementation Update (HB 1365) discussion can be moved from the September 24 workshop to the August 27 workshop.	BCC - Regular		----	Fields	Coffman, Denise		Completed	09/24/2024
07/02/2024	<u>12th Floor Employee Pay Ranges</u> Commissioner Baxter directed staff to bring back the 12th floor Employee Pay Ranges while the budget is being considered. Option 1: Keep position titles and pay ranges the way they currently exist, but give the Commissioners the ability to decide within the existing ranges what their staff is paid. Option 2: Have two County Commissioner Executive Assistants pay grade E01 and one County Commission Chief of Staff position pay grade E02. (see memo for reference)	BCC - Regular		Baxter		Coffman, Denise		Completed	09/24/2024
06/18/2024	<u>WFH Workshop</u> Board directed that eligibility for the Impact Fee Affordable Housing Assistance Program (IFAHAP) be limited to housing affordable to less than or equal to 110% of Area Media Income.	Workshop		Marino	Fields	Coffman, Denise		Completed	12/10/2024
06/11/2024	<u>Mayor Sachs requested staff to provide additional information on the external funding requests currently under consideration and a list of the organizations that the BCC has provided additional funding to during the past year.</u> Staff will follow-up.	BCC - Budget		Sachs		Coffman, Denise		Completed	07/02/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
06/11/2024	<u>Commissioner Baxter directed staff to provide a summary, status and timeline of ISS projects.</u> Staff to follow-up.	BCC - Budget		Baxter		Coffman, Denise		Completed	09/10/2024
06/04/2024	<u>Mayor Sachs directed staff to provide additional housing bond details two weeks before the final vote at one-on-one meetings.</u> Staff will follow-up.	BCC - Regular		Sachs	Fields	Coffman, Denise		Completed	11/27/2024
06/04/2024	<u>Commissioner Weiss directed staff to prepare a letter to the US Coast Guard for the Mayor's signature supporting reduced openings of the three bridges connecting West Palm Beach and Palm Beach during weekday morning and afternoon rush hours.</u> Staff will follow-up.	BCC - Regular		Weiss	Bonlarron	Coffman, Denise		Completed	06/10/2024
06/04/2024	<u>Commissioner Weiss directed staff to start developing a Transportation Master Plan at \$200,000 now knowing that it is budgeted for FY2025.</u> Staff will follow-up.	BCC - Regular		Weiss	Rutter	Coffman, Denise		Completed	02/03/2025
06/04/2024	<u>Commissioner Woodward directed staff to invite the area housing authorities to a meeting and they can explain how they distribute housing vouchers.</u> Staff will follow-up.	BCC - Regular		Woodward	Fields	Coffman, Denise		Completed	07/09/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
06/04/2024	<u>Commissioner Barnett requested staff to provide an update on Palm Tran covered bus shelters.</u> Staff will follow-up.	BCC - Regular		----	Bonlarron	Coffman, Denise		Completed	08/27/2024
06/04/2024	<u>Commissioner Barnett directed staff to see if there is available funding to assist condo owners with repair assessments.</u> Staff will follow-up.	BCC - Regular		----	Fields	Coffman, Denise		Completed	07/31/2024
05/23/2024	<u>Commissioner Baxter directed staff to revise the Agricultural Enhancement Council resolution to reflect the addition of two seats (Urban Farmer & Agri-Tourism) and to increase the number of terms members can serve.</u> Staff will follow-up	Zoning		Baxter	Bonlarron	Coffman, Denise		Completed	02/11/2025
05/21/2024	<u>Mayor Sachs directed staff to provide the BCC with the membership roster of the Advisory Committee on Behavioral Health, Substance Use and Co-Occurring Disorders.</u> Staff to follow-up	Workshop		Sachs	Fields	Coffman, Denise		Completed	06/04/2024
05/21/2024	<u>Commissioners Weiss and Baxter directed staff to prioritize "families" impacted by substance abuse and to look into identifying families impacted by addiction and support them with therapy and educational opportunities.</u> Staff will follow-up	Workshop		Weiss	Fields	Coffman, Denise		Completed	10/22/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
05/21/2024	<u>Mayor Sachs directed staff to post on PBC website the short list of companies under consideration for every construction project</u> Staff will follow-up	Workshop		Sachs		Coffman, Denise		Completed	01/31/2025
05/21/2024	<u>Mayor Sachs directed staff to invite LWDD, SFWMD and 298's to speak about swale management and drainage in the event of a hurricane.</u> Staff to follow-up	Workshop		Sachs	Bonlarron	Coffman, Denise		Completed	05/21/2024
05/21/2024	<u>Mayor Sachs directed staff to return with an update on the Opioid Settlement</u> Staff will follow-up	Workshop		Sachs	Fields	Coffman, Denise		Completed	10/22/2024
05/14/2024	<u>Contributed to Mayor, as Board directed staff to remove 2024-004, Commercial Vehicles in AR, from the May 23 Zoning Agenda.</u> Staff to follow up.	BCC - Regular		Sachs		Coffman, Denise		Completed	05/14/2024
05/14/2024	<u>Mayor Sachs requests a digital dashboard showing the number of people Community Services has helped, which non-profits assist, and available housing by the June 21 meeting.</u> Staff to follow up.	BCC - Regular		Sachs	Fields	Coffman, Denise		Completed	06/04/2024
05/14/2024	<u>Mayor Sachs requested updates on our homeless funding from the state and Opioid Settlement.</u> Staff to provide.	BCC - Regular		Sachs	Fields	Coffman, Denise		Completed	09/24/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
05/14/2024	<u>Commissioner Woodward requested staff provide map and list of over-capacity roads and intersections including city, county, state, and private by district to all commission offices.</u> Staff to provide.	BCC - Regular		Woodward		Coffman, Denise		Completed	02/03/2025
05/14/2024	<u>Mayor Sachs and Commissioner Barnett directed staff to provide a plan for segregated lane for bikes and scooters from motorized vehicles.</u> Staff to provide.	BCC - Regular		Sachs	Rutter	Coffman, Denise		Completed	02/28/2025
05/07/2024	<u>Commissioner Bernard directed staff to meet with the Economic Council and Housing Leadership Council and create a cap and reduce the amount for gap financing for county assisted units.</u> Staff to follow up.	BCC - Regular		----		Coffman, Denise		Completed	05/31/2024
05/07/2024	<u>Commissioner Bernard directed Public Safety to provide a three year update of the COPCN Ordinance at the August 27 workshop.</u> Staff to follow up.	BCC - Regular		----	Bonlarron	Coffman, Denise		Completed	08/27/2024
05/07/2024	<u>Vice Mayor Marino directed staff to place the Organizational Assessments Binder discussion as an agenda item for May 14 BCC meeting.</u> Staff to follow up.	BCC - Regular		Marino		Coffman, Denise		Completed	03/18/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
05/07/2024	<u>Mayor Sachs directed Commissioner Woodward to work with staff connect with colleges and universities on a preliminary framework for the transportation study and report back to the board. Identify the issues, and then hire a consultant to tell us how to solve the problems.</u> Staff to coordinate.	BCC - Regular		Sachs		Coffman, Denise		Completed	02/03/2025
05/07/2024	<u>Commissioner Baxter directed staff to calculate, prior to June workshop:</u> (1) how many roads are back-logged, (2) how many roads will become back-logged when permitted homes are built in the next 5 – 10 years (3) what's the plan to address the over-capacity. (VB followed up and said as part of Engineering's budget presentation they will layout how our county road system works, CRAWLS and level of service).	BCC - Regular		Baxter		Coffman, Denise		Completed	05/14/2024
05/07/2024	<u>Vice Mayor Marino directed staff to fast-track a joint meeting with the new League of Cities board of directors. Also to be included in this meeting would be a representative from the TPA, School Board, business community, regional chambers.</u> Administrator Baker advised she will meet with the city managers association and TPA, and simultaneously set up a joint meeting with the League of Cities and other key partners. Advised Impact Fee/Multimodal workshop with BCC, possibly in June 2024.	BCC - Regular		Marino		Coffman, Denise		Completed	07/17/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
05/07/2024	<u>Mayor Sachs directed staff to distribute SB 1082, Housing for Legally Verified Agricultural Workers legislation, to the commission.</u> Staff to provide.	BCC - Regular		Sachs	Bonlarron	Coffman, Denise		Completed	05/13/2024
05/07/2024	<u>Commissioner Woodward directed staff to talk to developers about reducing their costs and establishing the 110% rent cap.</u> Staff to follow up.	BCC - Regular		Woodward	Fields	Coffman, Denise		Completed	06/04/2024
05/07/2024	<u>Commissioner Woodward directed staff to negotiate with the developers to reduce the rental rates and amount of PBC project funding. (Housing)</u> Staff to follow up.	BCC - Regular		Woodward		Coffman, Denise		Completed	06/04/2024
05/07/2024	<u>Mayor Sachs directed staff to work with HUD, the state, other counties and FAC to modify the AMI formula for high rent/high value areas.</u> Staff to follow up.	BCC - Regular		Sachs	Bonlarron	Coffman, Denise		Completed	02/11/2025
04/16/2024	<u>Commissioner Weiss directed staff to distribute a copy of last year's CDBG Economic Development report.</u> Staff to provide.	Workshop		Weiss	Fields	Coffman, Denise		Completed	05/08/2024
04/16/2024	<u>Commissioner Baxter directed staff to look into demucking for housing as an eligible CDBG funding source and bring it back for budget review.</u> Administrator directed Budget to set aside \$3 million ad valorem.	Workshop		Baxter		Coffman, Denise		Completed	06/11/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
04/16/2024	<u>Staff was directed to prepare the fiscal impact of a phased approach of renaming Code Enforcement to Code Compliance Division and report back in six months. (this was broad discussion by the Board.)</u> Staff will follow up.	Workshop		Sachs	Rutter	Coffman, Denise		Completed	07/09/2024
04/16/2024	<u>Commissioner Bernard directed staff to move forward with Consolidated Rent-A-Car facility (ConRAC), north of Belvedere Road and contact adjacent property owners about purchasing land and speaking to rental car operators about their interest.</u> Staff to provide follow-up.	Workshop		Sachs		Coffman, Denise		Completed	08/20/2024
04/16/2024	<u>Commissioner Bernard directed staff that the proposed airport hotel site is best suited at Site 1, currently the CareerSource office 3-acre property.</u> Noted by staff.	Workshop		Sachs		Coffman, Denise		Completed	11/21/2024



**Palm Beach County
Board Directives - Completed**

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
04/16/2024	<u>Commissioner issued several directives regarding the OEBO program. 11 Directives listed below. (copy of memo attached)</u> Commissioner Baxter provided clarification of March 12 Board Direction (see memo) specifically to conduct an economic impact study only using construction prime contractors the county has used since the OEBO program has been in place and answer the following questions: 1) How much more money does it cost construction prime contractors to use SWMBE's? a) If a limited amount of subcontractors are available, does it cost a prime contractor more money, due to delays, using a SWMBE? b) Do the limited amount of construction subcontractors used to meet the SWMBE's goals result in SWMBE contractors charging the prime contractors more money for a job? What do non-SMWBE subcontractors charge for a similar job compared to an SMWBE subcontractor? c) If the overall job doesn't have enough work to meet a SWMBE 20% goal of dollars for subcontractors 2) If there is an increase in costs, are those costs being passed on to the taxpayers? 3) How much does the OEBO cost taxpayers overall? Such as staff, space, overhead cost, etc 4. How many waivers have ebeen granted. 5. Include Primes that have not received business from the county. 6. How many of our small businesses do business with Primes. 7. Vice Mayor Marino would like to include a breakdown of subs and their percentages	Workshop		Baxter		Coffman, Denise		Completed	05/28/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
04/16/2024	<u>Mayor Sachs directed staff to provide a breakdown of cities where the support of Legal Aid is expended (regarding housing discussion)</u> Staff to follow up.	Workshop		Sachs		Coffman, Denise		Completed	05/06/2024
04/16/2024	<u>Commissioner Bernard directed staff to move forward with the Renewal/Replacement of the Governmental Center without adding additional two floors and to expedite.</u> Staff to follow up.	Workshop		----		Coffman, Denise		Completed	06/10/2024
04/16/2024	<u>Commissioner Bernard directed staff to bring back options to address equity for buyer but balance affordability.</u> Staff to follow up.	Workshop		----	Rutter	Coffman, Denise		Completed	06/18/2024
04/16/2024	<u>Commissioner Bernard directed staff to move forward with Airport Center 3, the possible future home of the PBC Tax Collector including a driving course, PBC Property Appraiser and some TBD departments that are currently at the Governmental Center and to return with an update in eight weeks.</u> Staff to follow up.	Workshop		----		Coffman, Denise		Completed	06/10/2024
04/16/2024	<u>Commissioner Bernard directed staff to consider incentives for housing authorities for extremely low-income project-based vouchers.</u> Staff to follow up.	Workshop		----	Fields	Coffman, Denise		Completed	07/09/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
04/02/2024	<u>Commissioner Marino directed staff to allow time to discuss the Organizational Assessments Binder at the May 7 BCC meeting.</u> Review in progress.	BCC - Regular		Marino		Coffman, Denise		Completed	03/18/2025
04/02/2024	<u>Commissioner Barnett directed staff to provide an update on the marketing and promotion of the Connect PBC app.</u> Staff to Follow up.	BCC - Regular		----	Rutter	Coffman, Denise		Completed	04/10/2024
04/02/2024	<u>Commissioner Barnett directed staff to provide an update on parking for commercial vehicles including the SWA property.</u> Staff to provide update.	BCC - Regular		----	Rutter	Coffman, Denise		Completed	04/12/2024
04/02/2024	<u>Commissioner Baxter directed staff that she would like the DRO meetings to be recorded so they could be reviewed.</u> PZB staff reviewing.	BCC - Regular		Baxter	Rutter	Coffman, Denise		Completed	05/23/2024
04/02/2024	<u>Commissioner Bernard directed staff to research the responsible entity and the process to modify when the SOE would be elected (so it would not be the same year as a presidential election) and to apprise the SOE of the findings.</u> Staff to research and follow up.	BCC - Regular		----	Bonlarron	Coffman, Denise		Completed	01/07/2025
04/02/2024	<u>Commissioner Barnett directed staff to provide him with an update from the meeting regarding Houses of Worship.</u> Staff to provide update.	BCC - Regular		----	Rutter	Coffman, Denise		Completed	03/28/2024



Palm Beach County
Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
03/26/2024	<u>Commissioner Baxter directed staff to extend Palm Tran contracts for one year with the two current providers and to follow up with the Board on the RFP data, aspirational splits, option of two providers, and lower-cost alternatives when it gets re-procured.</u> Staff to provide.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		Completed	08/27/2024
03/26/2024	<u>Mayor Sachs directed staff to reach out to FAU about their AI research.</u> Commissioner Weiss also emphasized this directive.	Workshop		Sachs	Rutter	Coffman, Denise		Completed	04/01/2024
03/26/2024	<u>Commissioner Weiss directed staff to object and oppose the voluntary annexation request of 12 acres into the Town of Haverhill at its March 28 meeting.</u> Staff presented background to the Board and sought direction at the 4/2 BCC meeting.	Workshop		Weiss	Rutter	Coffman, Denise		Completed	09/10/2024
03/26/2024	<u>Commissioner Bernard directed staff to follow up with "plan review service company."</u> Commissioner Baxter also emphasized this directive. Staff to follow up.	Workshop		----		Coffman, Denise		Completed	02/03/2025



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
03/12/2024	<u>Commissioner Bernard directed staff to update the City of West Palm Beach and the neighborhood associations on the progress of the design of the 45th Street project (Australian Ave.)</u> Staff to follow up.	BCC - Regular		---		Coffman, Denise		Completed	04/30/2024
03/12/2024	<u>Commissioner Bernard directed staff that the new building is supposed to be named after former Palm Beach County Commissioner Maude Ford Lee.</u> Staff to proceed as directed.	BCC - Regular		---		Coffman, Denise		Completed	04/06/2024
03/12/2024	<u>Commissioner Weiss directed staff to include Grandview Heights and Flamingo Park Neighborhood Associations in discussions on possible future uses of Park Place property.</u> Staff to follow up.	BCC - Regular		Weiss		Coffman, Denise		Completed	08/20/2024
03/12/2024	<u>Commissioner Weiss directed staff that the taxpayers should not be responsible for the costs of the possible transaction and it need to provide better value than revenue neutral regarding FDO/Park Place.</u> Staff to follow up.	BCC - Regular		Weiss		Coffman, Denise		Completed	08/20/2024
03/12/2024	<u>Vice Mayor Marino directed staff to explore WFH/AFH housing units as a possible use of the Park Place property.</u> Staff to follow up.	BCC - Regular		Marino		Coffman, Denise		Completed	08/20/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
03/12/2024	<u>Commissioner Baxter directed staff to look into the TIM for the expansion of Northlake Blvd segment between Sandhill Crane Golf Course and proposed SR7.</u> Staff advised the Board at the 3/28 BCC Zoning meeting of upcoming initiation item addressing this directive anticipated for the May BCC Zoning meeting. On 3/28 the Board subsequently directed that this not be brought forward.	BCC - Regular		Baxter	Rutter	Coffman, Denise		Completed	03/28/2024
03/12/2024	<u>Commissioner Weiss requests the cost of the OEBO proposed study before we proceed with it.</u> Staff to follow up.	BCC - Regular		Weiss		Coffman, Denise		Completed	07/02/2024
03/12/2024	<u>Commissioner Baxter directed staff to report the number of ad valorem-funded open positions that have been vacant for a year or longer and their classification.</u> Commissioner Woodward also emphasized this directive. Staff to follow up.	BCC - Regular		Baxter		Coffman, Denise		Completed	07/02/2024
03/05/2024	<u>Renaming VA Medical Hospital.</u> Vice Mayor Marino directed staff to send a letter of support for the bill in Congress regarding the renaming of the West Palm Beach VA Medical Center after Thomas Corey, a Vietnam War hero and advocate for disabled veterans.	BCC - Regular		Marino	Bonlarron	Coffman, Denise		Completed	03/20/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
02/23/2024	<u>Commissioner Baxter directed staff to confer with the SOE a timeline for a charter amendment to be placed on a ballot.</u> Staff to provide.	BCC - Regular		Baxter	Bonlarron	Coffman, Denise		Completed	03/01/2024
02/06/2024	<u>Commissioner Marino directed staff to consider renaming Code Enforcement to Code Compliance.</u> Evaluating implications and timing of changing name.	BCC - Regular		Marino	Rutter	Coffman, Denise		Completed	08/01/2024
02/06/2024	<u>Commissioner Baxter asked for the time frame to create, permit, and develop locations for truckers to park. Staff will also provide an update on availabilities owned by the county and privately including new designations.</u> Staff to present at 2/22 BCC Zoning hearing	BCC - Regular		Baxter	Rutter	Coffman, Denise		Completed	02/22/2024
02/06/2024	<u>Commissioner Weiss directed staff to look into reacquiring the land the county gave to the Boys and Girls Club on Drexel Road that is not being utilized and have WFH built on it.</u> Staff to follow up.	BCC - Regular		Weiss		Coffman, Denise		Completed	05/03/2024
02/06/2024	<u>Commissioner Weiss directed staff to implement the approved contract with the Darbster Foundation for its spay and neuter services.</u> Staff to follow up.	BCC - Regular		Weiss	Bonlarron	Coffman, Denise		Completed	12/19/2023



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
02/06/2024	<u>Commissioner Weiss directed staff to schedule a workshop to discuss the modernization of government processes using technology.</u> Staff to coordinate.	BCC - Regular		Weiss		Coffman, Denise		Completed	06/11/2024
02/06/2024	<u>Commissioner Weiss directed staff to use the \$250,000 from the City of West Palm Beach/Palm Beach Photographic Center relocation and negotiate a contract with 1909, a non-profit business incubator.</u> Staff to follow up.	BCC - Regular		Weiss	Fields	Coffman, Denise		Completed	09/17/2024
02/06/2024	<u>Commissioner Weiss on behalf of the BCC directed staff to move forward with a joint meeting with the School Board and League of Cities to discuss transportation, WFH, and possible extension of Infrastructure sales tax.</u> Staff to coordinate.	BCC - Regular		Weiss		Coffman, Denise		Completed	02/27/2024
02/06/2024	<u>Commissioner Baxter directed staff to explain the DRO process and to make it more transparent.</u> Staff to follow up.	BCC - Regular		Baxter	Rutter	Coffman, Denise		Completed	05/23/2024
02/06/2024	<u>Commissioner Bernard directed staff to provide the BCC with the timeline and deadlines for the development of Milani Park.</u> Staff to provide.	BCC - Regular		----		Coffman, Denise		Completed	03/12/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
02/06/2024	<u>Commissioner Barnett directed staff to continue looking for a solution for truck operators and for locations for semi-tractors.</u> Staff to follow up.	BCC - Regular		----	Rutter	Coffman, Denise		Completed	05/23/2024
02/06/2024	<u>Commissioner Bernard directed staff to draft a letter of support to the Florida Museum of Black History Task Force to consider Palm Beach County as the location for the Florida Museum of Black History.</u> Staff to follow up. Related directive on 10/3/23.	BCC - Regular		----		Coffman, Denise		Completed	02/19/2024
01/31/2024	<u>Commissioner Barnett directed staff to include \$500k in the 2024-2025 budget for 211.</u> Staff to follow up.	Planning		----	Fields	Coffman, Denise		Completed	08/12/2024
01/31/2024	<u>Commissioner Barnett directed staff to include the Hispanic Cultural Resources Community Center as a permanent priority on the Capital Project list.</u> Staff to follow up.	Planning		----		Coffman, Denise		Completed	06/04/2024
01/31/2024	<u>Commissioner Weiss directed staff to schedule a one-hour slot at an upcoming Workshop so he can report about his fact-finding NACo trip to Silicon Valley and the future of Artificial Intelligence.</u> To be scheduled.	Planning		Weiss		Coffman, Denise		Completed	03/26/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
01/31/2024	<u>Commissioner Barnett directed staff to include a new trailer or permanent building for Family Impact in the Capital Project list.</u> Staff to follow up.	Planning		----		Coffman, Denise		Completed	11/21/2024
01/30/2024	<u>Commissioner Bernard directed staff to move forward with the two proposed changes to the OEBO program.</u> Two proposed changes: (1) increasing the volume size of businesses and (2) allowing a business to continue on a multiyear contract if graduating from the program mid-contract while seeking an opinion from outside counsel.	Workshop		----		Coffman, Denise		Completed	03/12/2024
01/30/2024	<u>Commissioner Woodward directed staff to split Homelessness and Housing into two separate strategic priorities for a total of seven. Administrator Baker will rename Homelessness as ¿Unsheltered¿.</u> Staff will rename moving forward.	Workshop		Woodward		Coffman, Denise		Completed	03/04/2024
01/30/2024	<u>Commissioner Baxter directed staff to provide an updated analysis of the renovation need of the Glades Administrative Complex.</u> Staff to provide, it¿s in the CIP Plan already.	Workshop		Baxter		Coffman, Denise		Completed	03/08/2024
01/30/2024	<u>Commissioner Woodward directed staff at the March Midyear Budget Adjustment to put more revenue into capital projects and less into reserves.</u> Staff to address.	Workshop		Woodward		Coffman, Denise		Completed	03/12/2024



Palm Beach County Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
01/30/2024	<u>Commissioner Baxter directed staff to speak with industry about the cost of doing business with small businesses, obtain the baseline of information needed for an additional study about policy of OEBO effects on the cost of contracts, and report back.</u> Staff to follow up.	Workshop		Baxter		Coffman, Denise		Completed	03/28/2024
01/30/2024	<u>Commissioner Baxter directed staff to add a key/legend to acronyms in the digital budget book.</u> Staff to update budget book.	Workshop		Baxter		Coffman, Denise		Completed	07/02/2024
01/30/2024	<u>Commissioner Woodward directed staff to rename strategic priority as Housing & Development.</u> Staff to update priority as Housing & Development.	Workshop		Woodward		Coffman, Denise		Completed	03/25/2024
01/23/2024	<u>Commissioner Bernard and Mayor Sachs directed staff to explore and report back to the BCC about a possible consolidated rental car center on airport property, an additional hotel, and other upgrades to the airport.</u> Staff to follow up.	BCC - Regular		---		Coffman, Denise		Completed	04/16/2024
01/23/2024	<u>Commissioner Bernard directed staff to analyze the continuation of the Renewal and Replacement project at the Government Center and to explore the advantages of moving the county's headquarters to the Westgate/Belvedere area.</u> Staff to follow up.	BCC - Regular		---		Coffman, Denise		Completed	04/16/2024



Palm Beach County
Board Directives - Completed

Meeting Date	Directive Topic / Description	Category	Department	Commissioner	Administrator	Attorney	COMMENTS	Status	Date Completed
01/23/2024	<u>Mayor Sachs directed FDO to meet with each commissioner and provide their office with the plans including costs, engineering, timeline, and funding of the renovation of the Government Center and then discussion will be scheduled for the March workshop.</u> Staff to provide.	BCC - Regular		Sachs		Coffman, Denise		Completed	02/27/2024